



## DEPARTMENT OF AGRICULTURE

### Food and Nutrition Service

#### Agency Information Collection Activities: Family Day Care Home (FDCH) Participation Study

**AGENCY:** Food and Nutrition Service (FNS), USDA.

**ACTION:** Notice.

**SUMMARY:** In accordance with the Paperwork Reduction Act of 1995, this notice invites the general public and other public agencies to comment on this proposed information collection.

This collection is a New collection for the Family Day Care Home (FDCH) Participation Study.

**DATES:** Written comments must be received on or before (insert date that is 60 days after publication in the Federal Register).

**ADDRESSES:** Comments may be sent to: Chanhatasilpa Chanchalat, Food and Nutrition Service, U.S. Department of Agriculture, 1320 Braddock Place, 5<sup>th</sup> floor, Alexandria, VA 22314. Comments may also be submitted via email to [chanchalat.chanhatasilpa@usda.gov](mailto:chanchalat.chanhatasilpa@usda.gov), 703-305-2115. Comments will also be accepted through the Federal eRulemaking Portal. Go to <http://www.regulations.gov>, and follow the online instructions for submitting comments electronically.

All responses to this notice will be summarized and included in the request for Office of Management and Budget approval. All comments will be a matter of public record.

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information or copies of this information collection should be directed Chanhatasilpa Chanchalat at 703-305-2115, or [chanchalat.chanhatasilpa@usda.gov](mailto:chanchalat.chanhatasilpa@usda.gov).

**SUPPLEMENTARY INFORMATION:** Comments are invited on: (a) Whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions that were used; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on those who are to respond, including use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology.

*Title:* Family Day Care Home (FDCH) Participation Study

*Form Number:* N/A.

*OMB Number:* Not Yet Assigned.

*Expiration Date:* Not Yet Determined.

*Type of Request:* New Collection.

Abstract: The Child and Adult Care Food Program (CACFP), administered by the Food and Nutrition Service (FNS), plays a critical role in supporting the health and wellness of children by reimbursing providers for nutritious meals served to eligible children in their care. The FDCH Participation Study aims to understand FDCH provider experiences with the CACFP by asking a nationally representative sample of both current and former CACFP-participating FDCH providers about their experiences with the program.

Data collection will occur during the spring of 2023. The primary data collection activity will include the FDCH Provider Experience Survey, designed to gather information from FDCH providers to address the three main objectives for the study:

1. Identify and describe the reasons why FDCH providers discontinue their participation in CACFP;
2. Determine and describe CACFP program statutory and regulatory requirements, operational and financial considerations, and Federal, State, and local specifics frequently cited as burdensome by stakeholders. Classify challenges as Federal, State, and local and describe in detail; and
3. Gather and summarize recommendations from FDCH providers on how to reduce barriers or challenges to CACFP participation.

The sample frame for this study will consist of all FDCH providers listed in FNS' list of CACFP-participating providers for program years 2019 and 2022. The sampling frame will be created by comparing the 2019 list of providers with the 2022 list. Those FDCH providers included only on the 2019 list will be the frame of former participants. Those that are on the 2022 list will form the frame of current participants. The survey will include a screener to verify CACFP participation status of the providers and ask follow-up questions related to their experiences – including reasons they discontinued their CACFP participation, program factors they consider burdensome, and recommendations to facilitate CACFP participation for FDCH providers. In addition to comparing responses by the current and former CACFP participants, results will be compared by the following subgroups: tier status (Tier I/II), program size (small/large), and urbanicity (urban/rural).

Affected Public: State and local government respondents are CACFP State agency managers.

For-profit and not-for-profit business respondents are FDCH providers and their sponsors.

Estimated Number of Respondents: The estimated number of respondents is 5,921. This includes 1,878 responses and 4,043 nonresponses. The number of unique respondents for this study are 51 State Agencies, 478 CACFP sponsors, and 1,340 FDCH providers

Estimated Number of Responses per Respondent: All respondents will be asked to respond to each specific data collection activity only once. The overall average number of responses per respondent across the entire collection is 11.88.

Estimated Total Annual Responses: The estimated number of total annual responses is 70,362.

Estimated Time per Response: 0.0575 minutes. The estimated time of response varies from 1 minute to 1 hour depending on respondent group, as shown in the table below.

Estimated Total Annual Burden on Respondents: 4,045.1 hours. This includes 3754.4 hours for respondents and 290.7 hours for non-respondents. See the table below for estimated total annual burden for each type of respondent.

Respondent Category	Type of respondents	Instruments	Sample Size	Responsive					Non-Responsive					Grand Total Annual Burden Estimate (hours)
				Number of respondents	Frequency of response	Total Annual responses	Hours per response	Annual burden (hours)	Number of Non-respondents	Frequency of response	Total Annual responses	Hours per response	Annual burden (hours)	
State/Local Government	States	State Directors Notification from Regional Directors	51	51	1	51	0.05	2.6	0	1	0	0.05	0.0	2.6
		Westat Notification to States Directors + request for sponsor notification	51	51	1	51	0.167	8.5	0	1	0	0.05	0.0	8.5
		<b>SUBTOTAL STATE/LOCAL GOVERNMENT</b>	<b>51</b>	<b>51</b>	<b>2</b>	<b>102</b>	<b>0.109</b>	<b>11.1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>11.1</b>
	sponsors	State notification of study	597	478	1	478	0.05	23.9	119	1	119	0.017	2.0	25.9
		Westat Sponsor Recruitment Letter + request for provider notification	597	478	1	477.6	0.167	79.8	119	1	119.4	0.017	2.0	81.8
		Study Brochure with FAQs	597	478	1	477.6	0.05	23.9	119	1	119.4	0.017	2.0	25.9
		USDA Endorsement Letter	597	478	1	477.6	0.05	23.9	119	1	119.4	0.017	2.0	25.9
		Other Endorsement Letter	597	478	1	477.6	0.05	23.9	119	1	119.4	0.017	2.0	25.9
		Study Website	597	448	1	447.8	0.351	157.0	149	1	149.25	0	0.0	157.0
		Email Request to Sponsors to follow-up with Nonresponding Providers	300	300	1	300	0.05	15.0	0	1	0	0.017	0.0	15.0
		Sponsor Email to Nonresponding Providers	300	240	1	240	0.134	32.1	60	1	60	0.017	1.0	33.1
		Sponsor Email to Study Team with Updated Provider Information	100	60	1	60	0.752	45.1	40	1	40	0.017	0.7	45.8
	providers	FDCH Provider Experience Survey, Pretest invitation letter	18	18	1	18	0.05	0.9	0	1	0	0.017	0.0	0.9
		FDCH Provider Experience Survey, Pretest	9	9	1	9	1.00	9.0	0	1	0	0.017	0.0	9.0
		Sponsor notification of study	5264	4211	1	4211	0.05	211.0	1053	1	1053	0.017	17.6	228.6
		Provider Invitation Letter	5264	4211	1	4211	0.05	211.0	1053	1	1053	0.017	17.6	228.6
		Study Brochure with FAQs	5264	4211	1	4211	0.05	211.0	1053	1	1053	0.017	17.6	228.6
		USDA Endorsement Letter	5264	4211	1	4211	0.05	211.0	1053	1	1053	0.017	17.6	228.6
		Other Endorsement Letter	5264	4211	1	4211	0.05	211.0	1053	1	1053	0.017	17.6	228.6
		Study Website	5264	2632	1	2632	0.351	923.0	2632	1	2632	0.017	44.0	967.0
		FDCH Provider Experience Survey Reminder #1	5264	4211	1	4211	0.017	70.3	1053	1	1053	0	0.0	70.3

Respondent Category	Type of respondents	Instruments	Sample Size	Responsive					Non-Responsive					Grand Total Annual Burden Estimate (hours)
				Number of respondents	Frequency of response	Total Annual responses	Hours per response	Annual burden (hours)	Number of Non-respondents	Frequency of response	Total Annual responses	Hours per response	Annual burden (hours)	
		FDCH Provider Experience Survey Reminder # 2	4876	3900	1	3900	0.017	65.1	976	1	976	0	0.0	65.1
		Sponsor encouragement for non-responding providers	4719	3775	1	3775	0.017	63.0	944	1	944	0	0.0	63.0
		FDCH Provider Experience Survey, Second Invitation with Paper Survey	4719	3775	1	3775	0.05	189.1	944	1	944	0.017	15.8	204.9
		FDCH Provider Experience Survey Reminder # 3	4719	3775	1	3775	0.017	63.0	944	1	944	0	0.0	63.0
		FDCH Provider Experience Survey Follow-up Telephone Script	4063	3250	1	3250	0.134	434.2	813	1	813	0.084	67.9	502.1
		FDCH Provider Experience Survey	5264	1340	1	1340	0.334	447.6	3924	1	3924	0.017	65.5	513.1
		FDCH Provider Experience Survey Thank you	1340	1340	1	1340	0.017	22.4	0	1	0	0	0.0	22.4
SUBTOTAL BUSINESS			5870	1827	28.49	52038	0.0719	3743.4	4043	4.51	18222	0.0160	290.7	4034.1
TOTAL			5921	1878	30.49	52140	0.1805	3754.4	4043	4.51	18222	0.0160	290.7	4045.1

**Cynthia Long,**

*Administrator,*

*Food and Nutrition Service.*

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